

Virginia Wireless E-911 Services Board

Project Management Monthly Activity Report

Vendor: L Robert Kimball & Associates

Region/Locality: Blue Ridge

Period: October 2004

Activity Report			
Task	Locality	Hours this Period	Comments
Active Tasks			
Planning			
Meet with County to discuss deployment schedule, training plans, and closing out project.	Patrick	4.00	
Attend regional status meeting	All	12.00	
P2 status update with County	Floyd	0.50	
Scheduling of wireless training	Floyd	0.50	
WSP/LEC Assistance			
Testing calendar scheduling coordination	All	1.00	
Meeting with Verizon, TDS, State, and County about Verizon SALI services.	Craig	13.00	
Multiple phone calls with Nextel Partners and Verizon regarding P2 testing.	Vinton	1.00	
Phone call with TCS/USCC regarding MSAG, ESRK, and final deployment steps.	Craig	1.00	
Status calls with USCC and VZW concerning P2 deployment.	Patrick	1.00	
Status calls with T-Mobile, Triton, USCC, and VZW.	Vinton	0.50	
Status call with USCC and MSAG ref installation requirements.	Craig	1.50	
Mapping			
Installation issues for Eagle mapping, rack footprint and location, network installation issues.	Craig	2.00	
Coordinate mapping installation with MSAG Consultants. Work on equipment placement and space issues.	Craig	4.00	
Review MicroData forms, discuss getting copy of ortho data, phone call with MicroData concerning collection needs.	Patrick	4.00	
Meet with County to review forms, collect data for mapping project and discuss implementation plan.	Patrick	13.00	
Phone call with MSAG ref installation requirements.	Craig	1.50	
Cost Recovery / True Up Assistance			
Collect true-up forms, prep for meeting with County, review funding submittal data from FY04.	Craig	3.00	
Meeting with County to finish and submit True-up.	Craig	4.00	
Review FY2006 Funding request with County.	Craig	2.00	

Installation Oversight			
Project administrative tasks	All	2.00	
Review ESN questions from Nextel.	Vinton	1.00	
Project Reporting & Status Review			
Monthly Project Report	All	3.00	
Total Hours This Reporting Period		75.50	
Completed Tasks			
Issues of Importance			
Issue	Actions Proposed to Resolve Issue		Comments
Begin installation of mapping display system in Craig County.			Estimated to occur in November
Begin installation of mapping display system in Patrick County.			Estimated to occur in January